

MEETING MINUTES – Architecture Oversight Committee (AOC)

Date of Meeting: Wednesday, January 23, 2008
Time and Location: 10:00 a.m. – 12:00 p.m. State Data Center; 4430 Broad River Road; Conference Room 105
Minutes Prepared By: Joy Stagg

1. Attendance at Meeting

Randy Byars, Div. of Insurance & Grants Svc.
Scott Houston, Comptroller General
Dr. Bob Cape, College of Charleston (via conference call)
Jay Rolin, Vocational Rehabilitation
Bob Arndt, Department of Health and Environmental Control
Rod Davis, Department of Health and Human Services
Patricia Stephens, Department of Social Services
David O'Berry, DPPP
John Ward, Department of Corrections
Jeff Baumann, Forestry Commission
Jim Scurry, Department of Natural Resources
Mike Garon, Department of Revenue
Connie Berardinis, Charleston County (via conference call)
Catherine Watt, Clemson University
Pat O'Cain (CIO), *Chairman*

2. Meeting Agenda

1. Welcome & Review Minutes
2. Brief Systems Management Domain
3. Business Continuity Standard and Disaster Recovery Best Practice

3. Meeting Notes, Decisions, Issues

Pat O'Cain opened the meeting. Motion was made to adopt the minutes from the last meeting. Motion was made to adopt the agenda.

Systems Management Domain Disciplines – Tammy Mainwaring, CIO

- Tammy Mainwaring with the CIO, Change Management Division, gave an overview of ITIL. The Systems Management Disciplines will be present for adoption at the February meeting.

Business Continuity Standard and Disaster Recovery Best Practice – Doug Drenning, CIO

- Doug Drenning discussed the Business Continuity Strategy and Principles, Business Continuity Planning Standards, and the Disaster Recovery Best Practices, Volume 1.0. The AOC Committee adopted all three documents as presented.

SCEIS Status – Pat O'Cain, CIO

- Pat O'Cain gave an update on the organizational changes, prime integrator transition, and the status of the Project; Phase 1B Rollout expected to Go-Live on April 7, 2008.

4. Action Items

	Action	Assigned to	Due Date
a.	Final presentation for Systems Management Domain Disciplines	Tammy Mainwaring	02/27/08

5. Next Meeting

Date: Wednesday, February 27, 2008
Time: 10:00 a.m.
Location: Confm 105
Agenda: TBD